Burlingame City Council Minutes November 21, 2005

1. Call to Order by Mayor.

The Mayor called the meeting to order at 7:00 pm.

2. Roll Call.

Roll Call: Present: Bill Kraus

Chris Dubois Ron Nichols Julie Sanders Dustin Swander

Absent: Kevin Fry

Staff Present Kurt Hassler, City Administrator

Kelly Ullmer, City Clerk Jon Shaffer, Chief of Police

3. Citizen Comments.

No public present.

Consent Items.

Mr. Swander asked Mr. Hassler if Mr. Welch is a licensed city inspector. Mr. Hassler replied he would check, as he is not aware of a license. Mr. Kraus stated Mr. Welch is very knowledgeable of building codes and a very thorough inspector. Ms. Sanders requested Mr. Hassler to check on the process of obtaining a license.

Motion to approve the minutes from the regular meeting on November 7, 2005 and Claims Ordinance No. 2078 as follows: General \$1,354.20; Police \$430.09; Street \$256.25; Park \$80.00; Pool \$198.24; Fleet Maintenance \$2,617.32; Employee Benefit \$65.00; Electric \$23,569.80; Water \$967.37; Gas \$2,005.18; Sewer \$62.73 by Dubois and seconded by Sanders.

Vote: Ayes: Chris Dubois

Julie Sanders Ron Nichols Dustin Swander

6. Committee, Board, and Commission Appointments.

Mr. Hassler stated the final two positions on the Beautification Committee have been filled. Kendra Morford and Tracy Herrick have agreed to serve through December 31, 2007. Mr. Hassler stated that Paula Moon would need to be replaced on the Planning and Zoning Commission, as she is no longer a resident of Burlingame. Mr. Kraus stated Max Provost has agreed to replace Paula Moon.

Motion to approve appointment of Tracy Herrick and Kendra Morford to the Beautification Committee and Max Provost to the Planning and Zoning Commission by Dubois seconded by Sanders.

Vote: Ayes: Chris Dubois

Ron Nichols Julie Sanders Dustin Swander

7. Phase 1 Water Project.

Mr. Hassler updated the council on a letter received November 21, 2005 from Richard Cronister of Cronister and Company. Cronister & Company does not intend to honor their contract as they state the Notice to Proceed was not issued within 10 days of the signed contract. Mr. Hassler has forwarded the letter to the City Attorney for review. Mr. Hassler stated the city's interpretation of the contract differs from Mr. Cronister. Mr. Cronister believers the 10-day time frame started as soon as the city signed the contract. The city's opinion is the 10 days does not start until all surety bonds are in place. Discussion followed in reference to sending bids our again, but there was concern about losing the CDBG Grants. Mr. Hassler stated the city sent the necessary paperwork to the engineer today and is proceeding with the project as usual. Mr. Hassler advised no action is needed and he would inform the council of the City Attorney's findings and hopes to have it resolved in the next week or two.

8. Ordinance 2079.

Motion to approve Ordinance 2079 regarding use of property owned by the City of Burlingame by Sanders seconded by Swander.

Vote: Ayes: Chris Dubois

Ron Nichols Julie Sanders Dustin Swander

9. Resolution 292.

Motion to approve Resolution 292 setting the fee structure for city owned recreational facilities by Sanders seconded by Nichols.

Vote: Ayes: Chris Dubois

Ron Nichols Julie Sanders Dustin Swander

10. Water Line.

Mr. Hassler stated the city has received an estimate of \$1,500.00 from a contractor for labor to bore a 4" casing across the highway for the 189th Street water line project. He informed the council the total cost, with a 10% contingency, would be approximately \$5,400.00. The cost of materials and labor for the bore/casing would be split between Mr. Reamer and Ms. Quaney. The city would provide the labor to install the water line.

Motion to approve installation of the water line on 189th Street with ½ of the materials paid by each Mr. Reamer and Ms. Quaney and the labor supplied by the city by Dubois and seconded by Sanders.

Vote: Ayes: Chris Dubois

Ron Nichols Julie Sanders Dustin Swander

11. Public Works Foreman.

Motion to go into executive session for 20 minutes to discuss candidates for position of Public Works Foreman by Swander seconded by Dubois.

Council adjourned to executive session at 7:40 p.m.

Council reconvened the meeting at 8:00 p.m.

Motion to go into executive session for a period of 15 minutes to discuss non-elected personnel by Dubois seconded by Sanders.

Council adjourned to executive session at 8:01 p.m.

Council returned to regular session at 8:16 p.m.

Motion by Sanders seconded by Dubois for holiday bonuses of \$100 to be given to full time employees: Kurt Hassler, Jon Shaffer, Christina Lewis, Kelly Ullmer, Patty Gilbert, Gerald Britschge, Gerald Zielinski, David Punches, Wes Colson, Ryan Dudley. Part time employees to receive \$50; Kerry Punches, Emerson Hayden, Jerry Hart, Scott Masters, Donnie Parker, Anthony Richman, Norman Bloomquist. Larry Cline and Jim Strohm to receive \$100, Jim Welch to receive \$75.

Vote: Ayes: Chris Dubois

Ron Nichols Julie Sanders Dustin Swander

Motion to hire Joseph Lamond for position of Public Works Foreman at \$12.50 an hour with an increase to \$13.00 once he receives certification, also raise David Punches to \$13.00 an hour, Wes Colson to \$15.50 an hour and Jon Shaffer to \$15.50 an hour by Sanders seconded by Dubois.

Vote: Ayes: Chris Dubois

Ron Nichols
Julie Sanders
Dustin Swander

12. December 19, 2005 Meeting.

Motion to change December 19, 2005 regular meeting to December 29, 2005 by Dubois seconded by Swander.

Vote: Ayes: Chris Dubois

Ron Nichols Julie Sanders Dustin Swander

13. 2006 Meeting Schedule.

Mr. Kraus voiced concern with Saturday work sessions. Mr. Hassler stated the work session could be moved to 7:00 p.m. on the off Monday. No action was necessary.

14. Jon Shaffer.

Motion to approve crediting 60.5 hours of vacation time to Jon Shaffer for his time spent in Mississippi assisting FEMA in the aftermath of Hurricane Katrina by Dubois seconded by Sanders.

Vote: Ayes: Chris Dubois

Ron Nichols Julie Sanders Dustin Swander

15. Reports.

Mr. Hassler – reported gas would be shut off at the school on Wednesday as no school is in session at that time, and reminded the council city offices will be closed Thursday and Friday for the Thanksgiving holiday. Mr. Hassler stated Mr. Shaffer informed him of an award the city won for use of the new Stop Sticks. Mr. Hassler also reported he met with KMGA and better understands the process of calculating gas bills.

Mr. Swander – voiced concern of deterioration of property on Main Street. Mr. Hassler stated the Beautification Committee would help to resolve this issue.

Ms. Sanders – questioned if there was any word back from the KCC on utility billing changes. Mr. Hassler explained he has been in touch with KCC and there doesn't seem to be a problem, but is awaiting word back from them on the amount of days between billing and due dates.

Mr. Dubois – stated the council would be evaluating the information received from Mr. Hassler from the KMGA in reference to the way gas bills are calculated. Mr. Dubois questioned if anything had been done with the property on Hall Street. Mr. Shaffer stated certified letters were sent to the owners.

Mr. Kraus – reported that he and Mrs. Kraus have purchased the OK Cleaner's building on Santa Fe Avenue from Mike Hall. Their intentions are to remodel it and make it a licquor store with a drive up window. Mr. Kraus mentioned an error on Item 14, Report Section of the November 7, 2005 minutes, the address of concern was on West Seward not East Seward.

16. Adjournment.

Motion to adjourn the meeting at 8:35 p.m. by Dubois and seconded by Sanders.

Vote: Ayes: Chris Dubois
Ron Nichols
Julie Sanders
Dustin Swander

Kelly C. Ullmer, City Clerk